



KINGSBRIDGE COMMUNITY COLLEGE

College Closure Policy

Approved by KCC Governors:	18th November 2026
Version:	6.0
Author Initials:	TGR
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1. Introduction

- 1.1. Whilst we understand nobody gains by winter closure; student and staff safety remain our paramount responsibility and therefore if safety is compromised, the College Closure Policy will be implemented.
- 1.2. Work must still be completed and exam syllabuses must be completed before the deadlines.
- 1.3. College work will be set for all students via our usual online platform.

2. Communication of College being closed after a night or weekend of severe weather

- 2.1. Information will be posted on the front page of our website, usually by 7.30am, or in extended adverse conditions, where possible, the day before.
- 2.2. A recorded message is left on the College answerphone by 7.30am. Please contact as many other friends and parents and carers as possible once you have listened to this message to avoid the College telephone line becoming constantly engaged.
- 2.3. A text message and email are sent out to parents via ClassCharts and email.
- 2.4. Listen to the Radio announcements on: Heart FM Exeter 97.0 / 103 BBC Devon FM 95.8, 103.4. This service will also inform you of any college transport issues.
- 2.5. Students should check their college email and ClassCharts as teachers may wish to communicate work to them via either of these methods.

3. What to do if weather conditions are poor but the College is not closed

- 3.1. If there is a risk that your child may not be able to get back home at the end of the day (eg, you live in an isolated location, and/or depend on public transport), stay at home.
- 3.2. For students who travel by bus: Wait up to 20 minutes after the usual bus arrival time. If the bus does not arrive, go home. If college transport is not available in the morning, this will apply in the afternoon. If you choose to bring your child into college, it is your responsibility to make arrangements for their return journey.
- 3.3. Students who can safely walk to college should do so. A programme will be run according to staff availability.
- 3.4. Public Examinations must continue even if the College is closed. Candidates should make every effort to get to college but, if this is not possible, they must telephone the College as early as possible.

4. Closure of the College during the working day

- 4.1. Occasionally, if the weather deteriorates during the day, we may decide to send students and staff home early while roads are still passable. Where possible, college transport will be provided as usual. Every effort will be made to inform parents and carers that students are being sent home early. This will be done by a text message and/or email through ClassCharts.
- 4.2. If you are not usually at home during the day, please come to an arrangement with a neighbour/relative/friend who can look after your child if sent home early and make sure your child is aware of any arrangements made.
- 4.3. Please ensure your child is appropriately dressed with adequate clothing and sensible footwear.

5. Please email any queries to: admin@kingsbridgecollege.org.uk